

TRANSMITTAL SLIP		DATE
TO: Mr. Coffey via 		
ROOM NO.	BUILDING	
REMARKS:		
<p><i>Register in files -</i></p> <p><i>NM briefed 7/8/71 by Q.</i></p>		
MOR/CDF Pages 8, 9 & 10		
STAT		
FROM 		
ROOM NO.	BUILDING	EXTENSION

FORM NO. 241
1 FEB 55

REPLACES FORM 36-8
WHICH MAY BE USED.

(47)

FILE

6 July 1971

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Authority to Serve Alcoholic Beverages in
Connection with the Senior Seminar

25X1

REFERENCE : Memo dtd 23 Jun 71 to ADD/S fr D/TR; Subject:
Liquor Waiver

25X1

1. I discussed subject matter with [redacted] DD/TR, who signed referenced memorandum, and he has requested that the requirement for a Liquor Waiver for the [redacted] (Senior Seminar) be withdrawn. He indicated that he would inform [redacted] and the Director of Training, [redacted] of his action.

25X1

2. In our discussion, we touched on arrangements by the FSI State Department, who utilize commercial accommodations for lunches and dinners when social events are provided for Senior level interdepartmental officials. Such social events are paid on a flat fee basis by participating seminar enrollees and this eliminates administrative problems for the sponsors involved. Use of other facilities, commercial or within Agency-established facilities, would certainly eliminate problems inherent in a system originally proposed by Training.

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3. In view of the above and [redacted] request, no further action need be taken at this time unless you deem otherwise.

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Att.

DD/S 71-2585 re Authority to Serve Alcoholic Beverages in Connection with the Senior Seminar

SECRET

Approved For Release 2006/12/27 : CIA-RDP84-00780R003900060016-9

Page Denied

SECRET

OGC 71-0916

29 June 1971

MEMORANDUM FOR: Assistant Deputy Director for Support

SUBJECT : Authority to Serve Alcoholic Beverages
in Connection with the Senior Seminar

1. This is in response to your request of 24 June concerning the above problem.

25X1

2. The existing authorization issued to us on 22 February 1971 by GSA by its terms is limited to our Headquarters building here in McLean, Virginia. Thus, if we are to serve alcoholic beverages in the [redacted], it would be in order to request additional permission from GSA.

3. I attach a draft letter to the General Services Administration for the signature of the DDS, similar to our letter of January 1971, requesting an enlargement to the approval already afforded us. The authority requested is directed only to the training seminar which brought on the proposal. We may want to consider a request in broader terms which would avoid the necessity of having to go back to GSA with still a third request if another need arises.

25X1

4. Mr. VanCleve, the Regional Counsel for GSA to whom we submitted the request in January, is no longer with GSA. His deputy is now serving in an acting capacity. [redacted] knows the acting counsel also but not as well as he knows Mr. VanCleve. Also, it may be that the acting counsel does not have the stature that Mr. VanCleve did. I rather suspect, however, that our request of January would have been favorably received even if we

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GROUP 1
Excluded from automatic
downgrading and
declassification

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had simply sent it in without prior consultation and our association with Mr. VanCleve quite possibly had no bearing on the outcome. We will be glad to handle with the acting counsel our requesting letter, or it may be desirable to forward it through other channels.



25X1

Associate General Counsel

Attachment

SECRET

DRAFT

29 June 1971

25X

The Honorable Robert L. Kunzig
Administrator of General Services
18th and F Streets, N. W.
Washington, D. C. 20405

Dear Mr. Kunzig:

In February of this year, in response to our request to you of 25 January, you authorized this Agency to serve alcoholic beverages at our Headquarters building in McLean, Virginia, subject to certain conditions stated in your letter of authorization. I attach a copy of our request of 25 January and your authorizing letter of 22 February. This is to request additional authorization to serve alcoholic beverages, as set out in the following paragraphs.

This Agency is developing a training seminar for senior Agency officials in commercial space rented for us by GSA in [Rosslyn.] The training seminar is designed to acquaint senior officials of the Agency with overall Agency interests and developments. Lecturers are to be drawn from both within the Agency and outside. On some occasions there will be evening sessions. It is desired to serve alcoholic beverages in connection with some of these sessions. We would maintain strict controls, of course, as we also indicated in our January request, with particular regard

for the protection of Government property and for the reputation of the Government and its employees.

Accordingly, we request an additional exemption from the prohibition of the General Services Administration regulation (401 C.F.R. 101-19.306) to permit the use of alcoholic beverages for the purposes above, either in the commercial building now occupied or in other buildings in which such training seminars may be conducted in the future. We will be glad to submit any additional information or to meet with you or other GSA officials, if this would be helpful.

Sincerely,

John W. Coffey
Deputy Director
for Support

Attachments

CENTRAL INTELLIGENCE AGENCY
WASHINGTON, D.C. 20505

OGC 71-0088

25 January 1971

The Honorable Robert L. Kunzig
Administrator of General Services
18th and F Streets, N. W.
Washington, D. C. 20405

Dear Mr. Kunzig:

This is to request an exemption from the prohibition of the General Services Administration regulation (41 C.F.R. 101-19. 306) to permit the use of alcoholic beverages on the Federal property occupied by this Agency at McLean, Virginia.

As you know, the Agency's headquarters are in McLean and the Director, his senior staff, and the major portion of our employees are located here. From time to time it is necessary for the Director and other senior officials to meet with foreign officials and individuals as well as influential American citizens from private life. Normally, there are security considerations pertaining to such official contacts, and in many instances our guests request that these meetings not be publicized or readily observable. We cannot, therefore, provide appropriate social amenities in public places. In addition, there are commemorative or similar events which should be appropriately recognized with participation of Agency personnel as well as citizens from private life. Because of the security relating to the identity of certain of these individuals or their relation to the Agency or the United States Government, again we are unable to use public facilities. At meetings of this sort, it is customary to serve alcoholic beverages in moderation. It is for these reasons that we believe we need the exemption referred to above. We would maintain strict controls on such activities, with particular regard for the protection of Government property and for the reputation of the Government and its employees.

We, of course, will be glad to submit any additional information or to meet with you or other GSA officials concerning this request.

Sincerely,



25X1

John W. Coffey
Deputy Director
for Support

OGC:RHL:sin

Distribution:

Original - Addressee

1 - DDS

1 - OGC - Buildings, Grounds & Property subj file ✓

1 - RHL signer

1 - Chrono

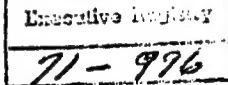
DD/S 71-0631

UNITED STATES OF AMERICA
GENERAL SERVICES ADMINISTRATION
WASHINGTON, D.C. 20405



FEB 22 1971

OGC 71-0288



Honorable Richard Helms
Director, Central Intelligence
Agency
Washington, D.C. 20505

Dear Mr. Helms:

In response to Mr. Coffey's letter of January 25, authorization is hereby granted to you to serve alcoholic beverages at your headquarters in McLean, Virginia, as an exception to section 101-19.306 of the Federal Property Management Regulations and subject to the following:

1. The serving of alcoholic beverages will be completely arranged for by the hosting official, and General Services Administration building custodial, craft, or contract personnel will not be involved as participants, onlookers, or in any other manner.
2. The hosting official will be fully responsible for the proper management of affairs at which alcoholic beverages are to be served to assure appropriate conduct by participants at all times.
3. Full or partially filled alcoholic beverage bottles, glasses, or other containers will be handled so as to preclude GSA building custodial, craft, or contract personnel or other unauthorized persons from having access thereto during or following affairs at which alcoholic beverages are served.

Sincerely,

Robert L. Kunzig
Administrator

DTR-6453

DD/S 71-2502

CONFIDENTIAL

JUN 1971

MEMORANDUM FOR: Assistant Deputy Director for Support
SUBJECT : Liquor Waiver

1. The main purpose in requesting a kitchenette for the Senior Seminar area is to be able to serve a light meal prior to scheduling evening work sessions as part of a training activity. For example, in the Senior Seminar and other more advanced courses, we might use the format of "an evening with . . .," in which case it would be more desirable for the participants and the speaker of the evening to have a drink prior to eating.

2. [] tells me you and he discussed the subject briefly last week, and that you would be willing to explore the subject of a waiver. If more detailed information is needed, please let me know.

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[]
p : HUGH T. CUNNINGHAM
Director of Training

25X1

CONFIDENTIAL

TRANSMITTAL SLIP		DATE 24 June 1971
TO: Mr. Wattles		
25X1		
ROOM NO.	BUILDING	
REMARKS: My guess is we'd have to go the full round again with GSA. Not clear from any of this background whether same rules apply to Government-leased as apply to Government-owned property. Why not simply schedule the "evening with . . ." sessions of the Senior Seminar in the Rendezvous Room or Executive Dining Room? <div style="border: 1px solid black; width: 60px; height: 30px; margin: 0 auto;"></div> RHW		
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